

**HERITAGE COMMISSION PUBLIC MEETING
TOWN OF LITCHFIELD**

Held on January 14, 2020

minutes approved on July-14-2020

The Litchfield Heritage Commission held its meeting in the Town Hall meeting room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, January 14, 2020 at 7:00 p.m.

MEMBERS PRESENT: Karl Franck – Chairman, Kimberly Queenan - Vice-Chairman, Steven Calawa, Harry Menzigian.

MEMBERS ABSENT: Brent Lemire – Selectmen’s Rep.

ALSO PRESENT: none

CALL TO ORDER

Chairman Karl Franck called the meeting to order at 7:00 p.m. and led the Commission in the Pledge of Allegiance.

Public Input: There was No Public input on non-agenda items.

AGENDA ITEMS:

1. Storing Heritage Commission Documents.

Action taken since the last the HC Meeting:

- Kim Q. emailed Troy Brown, the Town Administrator, to get his input on where he would like to store generated Heritage Commission documents, such as: Demolition Review findings, correspondence with owners and photos. Kim Q. asked him if he wanted them stored in a physical filing cabinet, on-line, a combination of both, or if he had other ideas he may want to use.

==> Kim Q. stated she will follow-up with Troy.

2. Demolition Request at 16 Colby Rd, Litchfield, NH.

Action taken since the last the HC Meeting:

- On December 10, 2019, the Heritage Commission met to discuss the house located at 16 Colby Road, Litchfield, NH, as required by Zoning Ordinance 1040.00. The meeting continued on December 17, 2019, allowing the Heritage Commission to also interview Marion Colby, a descendant of the Colby family. The Heritage Commission created a report, which:
 - a) Listed their findings regarding the historical, architectural and/or cultural significance of the property.
 - b) Asked the owner for permission to photograph the interior and exterior of the structure on the property (a house), in order to document its early architecture, prior to demolition.
- On January 6, 2020, the owner agreed to allow photos to be taken.

Discussions during this HC Meeting:

- Steven C. stated that Marion Colby would like to be present when the photos are taken at 16 Colby Rd.

Both Steven C. and Karl F. said they needed to set-up an appointment to take photos – preferably on Saturdays or Sundays.

- Steven C. inquired if we should consider moving the house to Moore's Falls. He stated the home appears to be in good shape. He was not sure the owner would be open to this idea. He suggested we reach out to Troy Brown.

==> Kim Q. will follow-up with Troy about photos times and Moore's Falls.

3. Approval of Prior Meeting Minutes

Steven C. made a motion to approve the Dec-10-2019 Meeting Minutes. It was seconded by Harry M. **Motion passes (4,0,0).**

4. Karl Frank is finalizing the annual Heritage Commission write-up, due for the Town's Yearly Report. He will send it to Donna Baril at the Town Hall.

5. No new Demolition Applications have been submitted to the Heritage Commission.

6. Other Business: Heritage Commission email questions/issues were handled by John Brunelle.

7. Committee Reports: none

Kim Q. makes a MOTION to adjourn, seconded by Harry M. **Motion carries (4,0,0).**
Meeting adjourned at 8:05 p.m.

Respectfully submitted by
Kimberly Queenan